

PLACER COUNTY
DEPARTMENT OF FACILITY SERVICES

11476 C Avenue, DeWitt Center, Auburn CA 95603

Telephone: (530) 889-6846/Fax: 889-6809

Web Page: <http://www.placer.ca.gov>

Date:

Plus #:

Special Districts Division Pre-Development Meeting Checklist

Based on review of information presented at the Pre-Development Meeting, the following items will be required to be submitted with the project's Environmental Questionnaire (EQ).

Department Representative: Ed Wydra Phone: 530-745-3523 E-Mail: ewydra@placer.ca.gov

Project: APN:

Property Zoning: Project Applicant:

Required	N/A	#	Item
<input type="checkbox"/>	<input type="checkbox"/>	1.	Utility Plan differentiating existing and proposed sewer infrastructure (sewer lines, force mains, manholes, lift stations, oil/grease interceptions, emergency storage tanks). Also include proposed easements (on and off-site) if not within a proposed public R.O.W.
<input type="checkbox"/>	<input type="checkbox"/>	2.	Utility Vehicle Access is required to all Sanitary Sewer Manhole's. Depict proposed paved sewer access road and turnarounds where applicable. The following standards apply: a. 3"/8" AB structural section or H-20 vehicle loading. b. 12' minimum paved width. c. 45' inside turning radius. d. Minimum 20' sewer access easement.
<input type="checkbox"/>	<input type="checkbox"/>	3.	Topographical Plan of site extending a minimum of 500' beyond project limits which show the proposed sewer infrastructure. Wetlands and other impacted areas should be delineated on this plan. This information may be submitted on the grading plan.
<input type="checkbox"/>	<input type="checkbox"/>	4.	Annexation Required Prior to Improvement Plan Approved (see Annexation Procedure supplemental sheet). Information only – not required to be submitted with EQ.
<input type="checkbox"/>	<input type="checkbox"/>	5.	Area Sewer Master Plan Required (see supplemental sheet).
<input type="checkbox"/>	<input type="checkbox"/>	6.	Placer County Commercial/Industrial Waste Survey (see Commercial/Industrial Waste Survey supplemental sheet).
<input type="checkbox"/>	<input type="checkbox"/>	7.	Average Dry Weather Flow (gpd). Show calculations in gallons per day and assumptions made. Also convert flow to equivalent dwelling units (EDU's).
<input type="checkbox"/>	<input type="checkbox"/>	9.	Capacity Analysis (see supplemental sheet).

The County of Placer reserves the right to request additional information at any time during the entitlement approval process if it is determined that such information is necessary. Nothing in this document shall serve as a waiver of this right.

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SPECIAL DISTRICTS DIVISION**

Supplemental information to be included with the Environmental Questionnaire (EQ)

The following information is required to determine the potential environmental impacts of the proposed project and to identify appropriate mitigation measures. However, additional information may be requested if the provided information leads to further questions, and/or if the County is unable to complete the initial study checklist due to an incomplete EQ.

5. Sewer Master Plan

Submit an analysis of the sewer shed (boundaries to be determined by Special District) that relates to the proposed project. The report needs to be signed/stamped by a RCE. Include the following:

- Land use data
- Flow Calculations
- Pipe sizing
- Lift station siting
- Sewer shed area showing 5' contours
- Existing residences, commercial/industrial users

9. Capacity Analysis

Analyze downstream impacts of this project on existing infrastructure, to wit:

The following items are for information only:

10. Fees. (Fee information is subject to change based on rate changes and are estimates only)

- Annexation Fees.
- Reimbursement Fees.
- In-Lieu Fees.
- Collection Fees.

**Placer County
Department of Facility Services
Special Districts Division**

ANNEXATION PROCEDURES

After discussing the feasibility of annexation with personnel of the Engineering and Surveying Department, the following must be submitted to annex a parcel into any of the Sewer Maintenance Districts or Placer County Service Areas:

1. Address a letter to the Placer County Board of Supervisors in care of the Placer County Department of Facility Services, Special Districts Division, 11476 C Avenue, Auburn, CA 95603, requesting annexation into the applicable sewer district or County Service Area. Include the reason for annexation and proposed development.
2. Submit with the letter of request a legal metes and bounds description and map of the property. The two exhibits should be 8 ½ x 11 and signed and stamped by a land surveyor.
3. Pay the annexation-processing fee. Current fee is \$481.00.

Note: this application should be processed at the Front Counter located at the Community Development Resources Building, 3091 County Center Drive, Auburn, CA.

Note: If your project requires environmental review, project approval by the applicable hearing body with the environmental determination will be required prior to processing the request for annexation.

Your property description and map will be checked by Surveying and Mapping, and upon approval, the annexation package will be presented by Facility Services/Special Districts Division to the Placer County Board of Supervisors. You will receive notice of the hearing and may be present if you wish. Part of your processing fee will go to posting notice on the property and in the newspaper. Once the legal exhibits have been approved by Surveying and Mapping, expect the process to take 60 to 90 days to complete.

Upon approval by the Board of Supervisors of the annexation, you will have one year to pay the applicable annexation fees or the annexation will expire.

1. An annexation fee based on the current charges in the district or service area. The fee in effect at time of payment will be the applicable fee and not the fee at time of annexation request.
2. SMD NO. 3 ONLY – A State Board of Equalization filing fee based on their current charges.

Note: If improvement plans are required, the parcel will need to be annexed into the applicable sewer district prior to approval of the improvement plans.

After your annexation is recorded, the following additional fees may be due prior to the start of construction of the development or before you obtain any building permits.

1. Connection Fee
2. Permit / Inspection Fee
3. User Fee
4. In Lieu Fees and/or Construct Public Sewer
5. Reimbursement Fee
6. SAD 90 Fee (SMD #2 only)

**PLACER COUNTY
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SPECIAL DISTRICTS DIVISION**

COMMERCIAL / INDUSTRIAL WASTE SURVEY

A. GENERAL INFORMATION

Name of Business _____

Mailing Address _____

Address of Premises _____

Description of Business _____

B. TYPE OF BUSINESS (Check all that apply):

_____ Sales _____ Service _____ Distribution _____ Manufacturing _____

Other _____

C. TYPE OF WASTEWATER DISCHARGED INTO PUBLIC SEWER (Check one or both)

_____ *Domestic _____ Industrial

*NOTE: "Domestic" wastewater includes wastewater produced from the *noncommercial* preparation of food or wastewater containing only human excrement and similar matter from the sanitary conveniences of dwellings and commercial, industrial, or institutional buildings. All other wastewater should be considered "industrial."

D. METHOD OF WASTEWATER DISPOSAL (Check all that apply):

_____ Public Sewer

_____ Waste Hauler (this includes sand/oil and grease interceptor waste) – If this is checked, then please complete the following questions:

Are receipts/manifests available? _____ Yes _____ No

Name and address of the company that hauls the waste:

Brief description of your business activity: _____

**E. TYPE OF WASTEWATER DISCHARGED TO THE CITY SANITARY SEWER SYSTEM
(Check all that apply):**

- _____ Sanitary waste from bathrooms
 - _____ Cleanup waste from floor drains
 - _____ Dental waste
 - _____ Kitchen waste
 - _____ Wastewater from laundry equipment
 - _____ Wastewater from dry cleaning equipment
 - _____ Wastewater from paint booth (s)
 - _____ Wastewater from parts cleaning or preparation
 - _____ Wastewater from x-ray / photo finishing equipment
 - _____ Wastewater from car wash
 - _____ Wastewater from vehicle maintenance
 - _____ Boiler/Cooling system discharge
 - _____ Wastewater from manufacturing processes (describe below)
-
-
-

F. DISCHARGE TO SEWER IS: _____ Steady _____ Intermittent

G. LIST FACILITY SEWER LOCATIONS, SIZE, AND FLOW (please attach and refer to map):

H. IS THERE A SPILL PREVENTION CONTROL AND COUNTERMEASURE PLAN IN EFFECT FOR THIS FACILITY?

_____ Yes

_____ No

I. PLEASE DESCRIBE HOW SPILLED CHEMICALS WOULD BE CONTAINED AND DISPOSED OF:

J. HOW ARE OTHER WASTES DISPOSED OF? (Check all that apply)

	Sewer	Trash	Recycle	Haul	N/A
a. Solid Wastes	_____	_____	_____	_____	_____
b. Oily Wastes	_____	_____	_____	_____	_____
c. Process-generated sludges	_____	_____	_____	_____	_____
d. Spent Chemicals	_____	_____	_____	_____	_____

K. CONTACT OFFICIAL:

Name _____

Title _____

Address _____

Phone _____

Fax _____

***The information contained in this survey is familiar to me, and to the best of my knowledge and belief, such information is true, complete and accurate.**

Date

Signature of Official